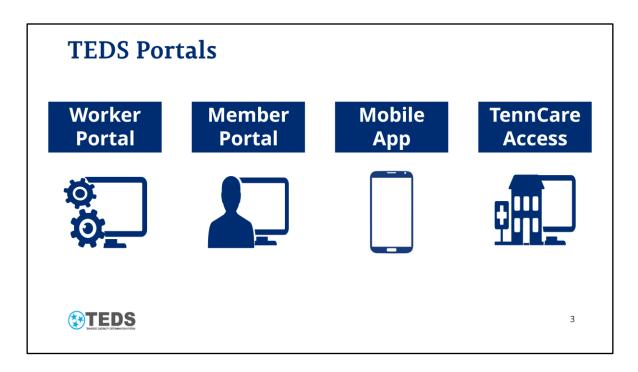


Department of Health (DOH) Presumptive Eligibility

TEDS is the state's new eligibility determination system. TEDS modernizes and streamlines the approach for the eligibility determination and the eligibility appeal processes.

Lesson 01: TennCare Access Introduction



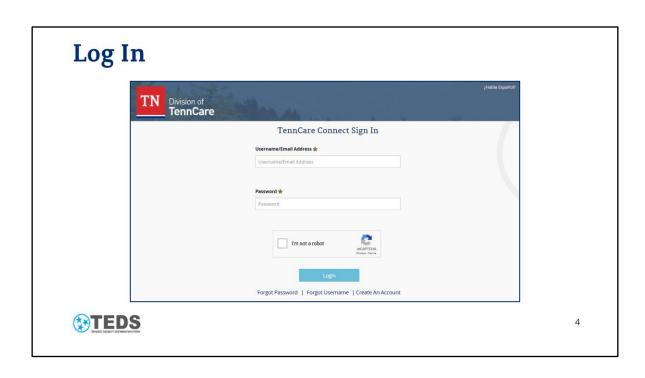
The **Worker Portal** is a website that serves as a single point of entry for TennCare workers to register applications, complete data collection, perform case maintenance, renewals, file appeals, etc..

The **Member Portal** is a website where Tennesseans can perform several self-service actions 24-hours a day, seven days a week including apply for benefits, check and renew their benefits, report changes, upload documents for eligibility appeals, upload verifications, and view notices in the Member Portal. Applicants can still submit applications by phone, paper, and the Federally Facilitated Marketplace (FFM).

The **Mobile App** is an extension of the Member Portal. The app allows members to manage their cases from their phone. Members can access their benefit information, view and upload documents, view notices and letters, and report demographic changes such as an address change directly in the app.

Participating hospitals, the Department of Health (DOH), and Long-Term Services and Supports (LTSS) providers such as nursing facilities use **TennCare Access**. Participating hospitals can apply for presumptive eligibility on behalf of Former Foster Care recipients, pregnant women, infants and children under the age of 19, and

parents/caretaker relatives in TennCare Access. The DOH can also apply for presumptive eligibility on behalf of Breast and Cervical Cancer (BCC) patients and pregnant women in TennCare Access. TEDS determines presumptive eligibility in real-time. LTSS providers can use TennCare Access to view coverage details for a patient or outstanding verifications that a patient needs to submit.





The system automatically logs you out after 15 minutes of inactivity. You must complete all mandatory fields on a page and click **Next** to save the information you entered on a page.

TEDS doesn't automatically save your work for you. If the system times out or you log out before clicking **Next**, you must enter the information again.

Log Out The Division of TennCare Connect TennCare Connect Logout Agency Logou

Welcome to TennCare Access





/



To print the page you are currently viewing, click the **Printer** icon.

If you need help, click the **Question Mark** icon.

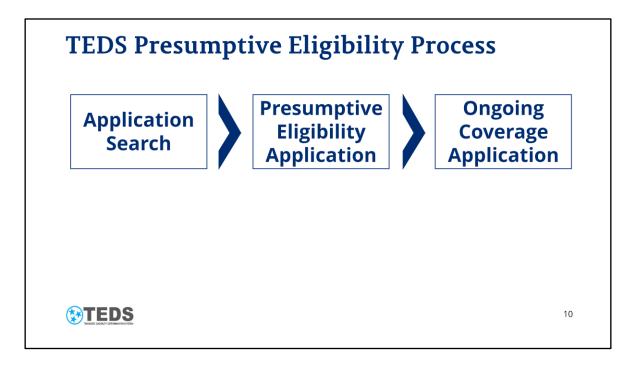
If you want to return to the previous page, click **Previous** at the bottom of the page. Do not click the previous button in your Internet browser or you will receive an error message.

If you want to save the information you entered on the page you're on and exit TennCare Access, click **Save & Exit**.

If you want to move on to the next page after you've completed all of the required fields, click **Next**.

Lesson 02: Presumptive Eligibility Process

DOH workers can apply for presumptive eligibility in TennCare Access on behalf of pregnant women and breast or cervical cancer patients.



Follow these steps to apply for presumptive eligibility in TennCare Access:

- 1. First, search for applications you previously started or completed for your applicant.
- 2. Next, complete the hospital presumptive eligibility application. TEDS determines presumptive eligibility in real time; review the presumptive eligibility results.
- 3. If the applicant is eligible for presumptive eligibility, ask whether they also wish to apply for full coverage. If so, complete the ongoing coverage application.

Lesson 03: Application Search

Always search for in-progress or completed applications before starting a new presumptive eligibility application.

Search Applications	
Search Criteria	
Please use the criteria below to search for completed applications or in-progress applications and click "Search" to view the results. First Name: Middle Initiat. Last Name:	
Social Security Number:	
Aggination Status: - Click there is choose * ♥	
Application Date Ranger (Up to 60 days) Bugu Clair mendddyryy	
End Date:	
Q SEARCH	

The **Search Applications** page allows you to search for applications that you previously started or completed on behalf of a specific applicant. You can use two different criteria to search for applications in TennCare Access: name and/or Social Security number.

To search using the applicant's name, enter the applicant's **First Name** and **Last Name**. The **Middle Initial** field is not required.

To search using the applicant's Social Security number, enter the applicant's **Social Security Number**. When possible, search using the Social Security number because it will produce one search result.

You should enter as much information as possible to narrow your search. For example, if you have the first and last name and Social Security number, complete all three fields to improve your search results.

Use the **Application Status** and **Application Date Range** fields to narrow your search results. You cannot perform an application search using only the **Application Status** or **Application Date Range** fields.

arch Results	Results Search				
Household Members(Date of Birth)	Application Type	PE Summary	Full MA Summary	Application Submission Dat	
Anne Lou Cunningham (05- May-1969)	Presumptive BCC Application	Click here to continue application	-		
Halima Rashaad (01-Jan- 1988)	Presumptive Pregnancy Application	٩			
Renatta Peterson (09-Sep- 1994)	Presumptive Pregnancy Application	٩	٩	11/28/2018	
Shawna McFarland (06-Oct- 1975)	Presumptive BCC Application	٩	Click here to continue application		
howing 1 to 4 of 4 entries			≪ First < Previous	Next > Last	

After you enter the search criteria and click **Search**, a table displays if you previously started or completed an application for the applicant.

If there are multiple results in the table, you can use the field above the table to find a specific entry. For example, when you enter the applicant's first name, last name, or birth month, the table adjusts to display the specific record. Let's review the information in the table.

Start by verifying the information in the **Household Members (Date of Birth)** column with your applicant's information.

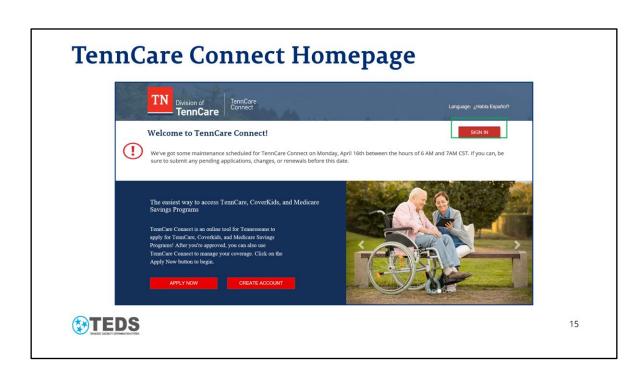
The next column is **Application Type**. Since you will only complete DOH presumptive applications in TennCare Access, this column should always say Presumptive Pregnancy Application or Presumptive BCC Application.

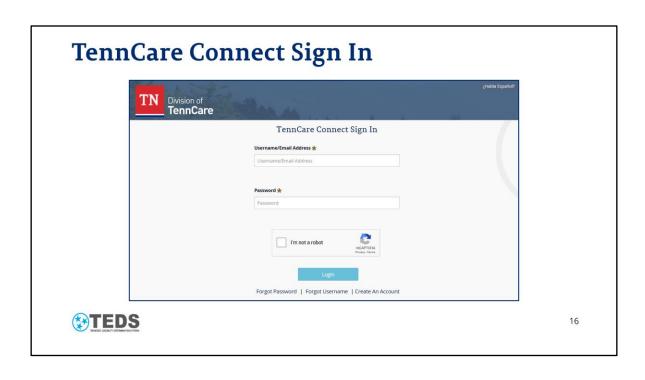
The presumptive eligibility (PE) Summary, Full medical assistance (MA) Summary, and Application Submission Date columns differ based on whether the application is in progress or completed.

The **PE Summary** column displays information about the presumptive eligibility application whereas the **Full MA Summary** column displays information about the full Medicaid coverage application. If you click the **Magnifying Glass** icon, a PDF of the presumptive eligibility application or full Medicaid application will display. The date of application, in the last column, is when the full application was submitted for eligibility determination.

Search Applications Example

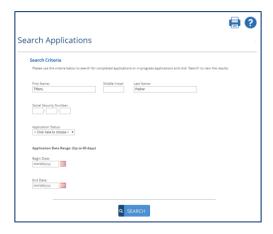








Search Applications (Search Criteria)





Search Applications (Search Results)

Search Criteria

Your search did not return any results. Please try different criteria and search again.



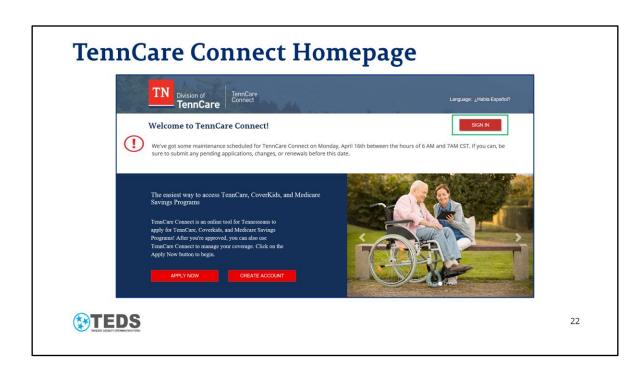
19

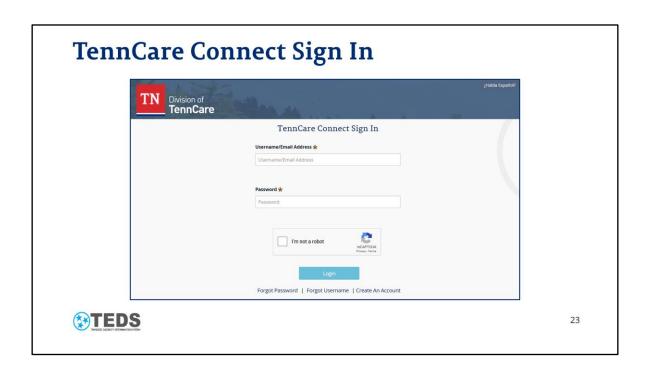
When the message displays that says, "Your search did not return any results. Please try different criteria and search again." the system lets you know there isn't a previously started or completed an application for the applicant and you need to start a new application.

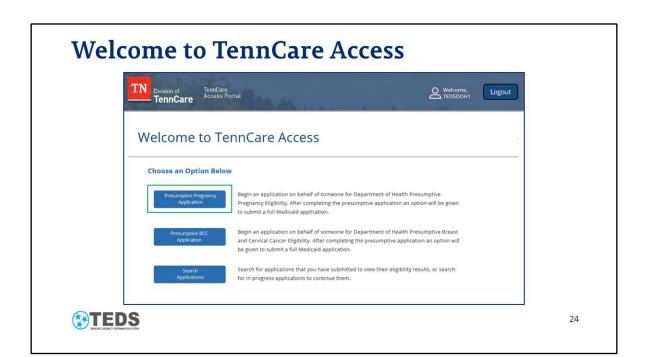
Lesson 04: Apply for Presumptive Eligibility and Ongoing Coverage

Presumptive Pregnancy Application Example



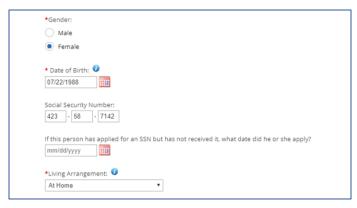




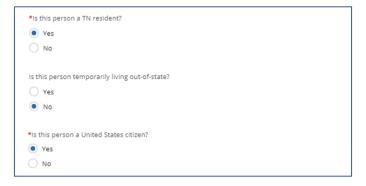


Individual Information	
Fields marked with (*) are mandatory and must be filled out before going to the next page.	
Application Date	
* Date of Application: 11/20/2018	
Individual Information	
*First Name: Alicia	
Middle Initial:	
*Last Name Washington	
Suffoc	

The first page of the presumptive application is the **Individual Information** page. Use the **Individual Information** page to enter demographic information for each applicant. Red asterisks indicate fields you must complete to move on to the next page. Even if a field isn't required, always enter the information you have into the system for accurate results.

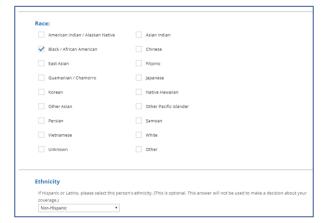








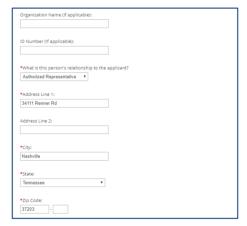
2/



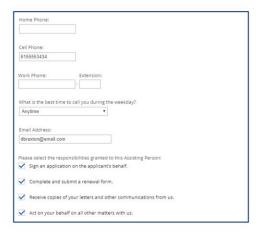


Applying For Coverage *Is the person applying for coverage with us? • Yes No	
*What is your preferred language for letters we send you? [English	
Assisting Person Does this applicant want to list an assisting person? • Yes No	
First Name: Delinda Middle instal:	
* Last Name: Branton	

An assisting person is an individual who receives an applicant's permission to complete certain actions on their behalf with TennCare. For example, an assisting person can sign an application on an applicant's behalf, complete and submit a renewal form, receive copies of the applicant or beneficiary's notices and other communications from TennCare, or can act on behalf of the applicant or beneficiary in all other matters with TennCare.







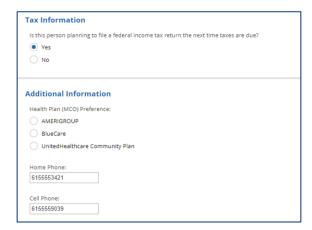












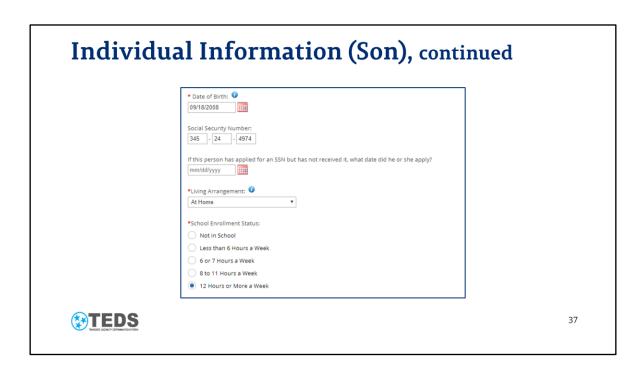




Individual Information Fields marked with (*) are mandatory and must be filled out before going to the next page. Individual Information *First Name: Jackson Middle Initial: J *Last Name Washington Suffic: - ▼ *Gender: * Male

Female





The **School Enrollment Status** field displays due to the son's age. Since the son is a full-time student, I click the **12 Hours or More a Week** radio button in the **School Enrollment Status** field.

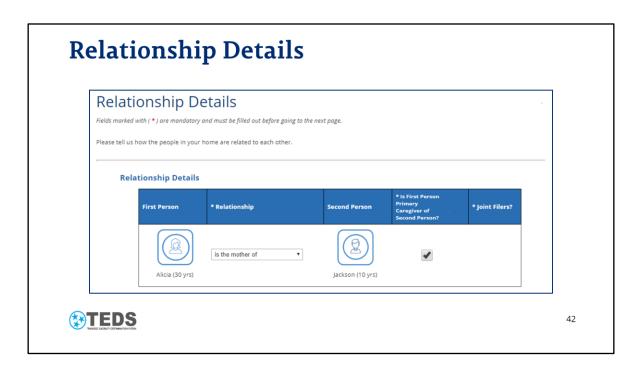
Individual Information (Son), continued Does this individual work full time? ' Yes No Is this person a TN resident? Yes No Is this person temporarily living out-of-state? Yes No Yes

Individual Information (Son), continued American Indian / Alaskan Native Asian Indian Black / African American Chinese Filipino Guamanian / Chamorro Japanese Native Hawaiian Other Asian Other Pacific Islander Samoan Vietnamese Unknown Other **TEDS** 39



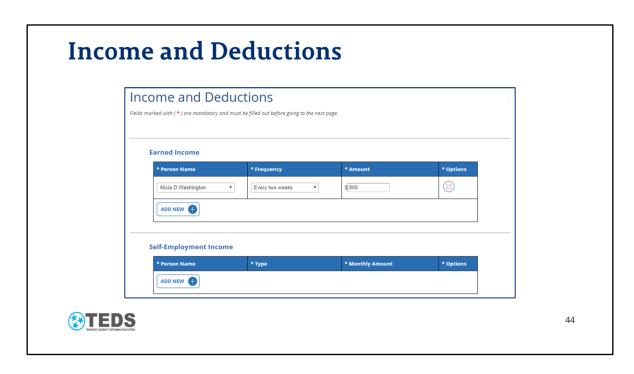


The **Address Validation** page displays if there is a mismatch between the address you entered and the address validated by the United States Post Office for the **Home Address**, **Mailing Address**, or **Assisting Person Address**.

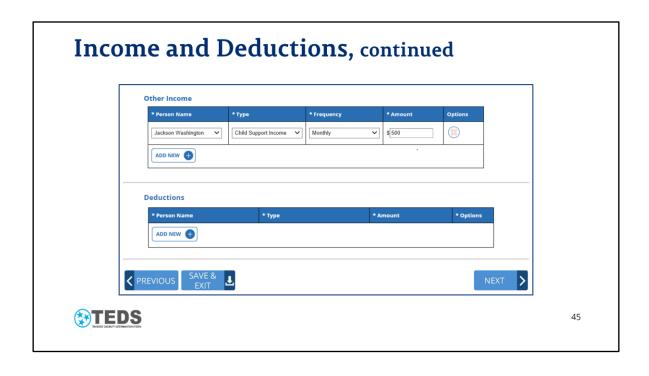


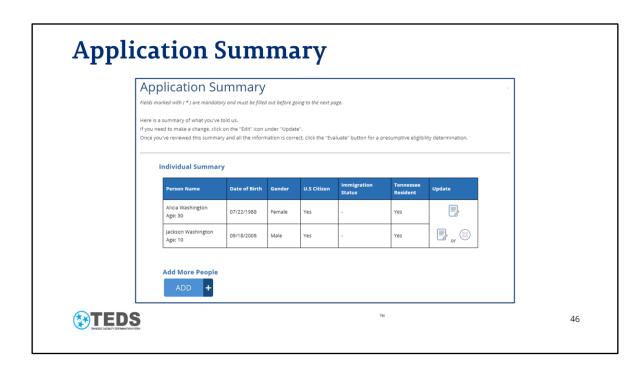
Use the **Relationship Details** page to describe how each household member is related to one another.



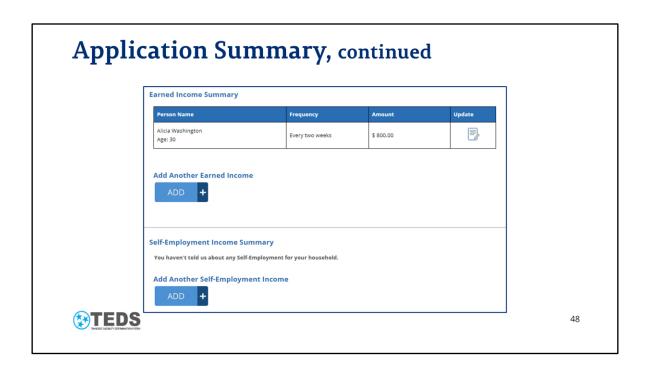


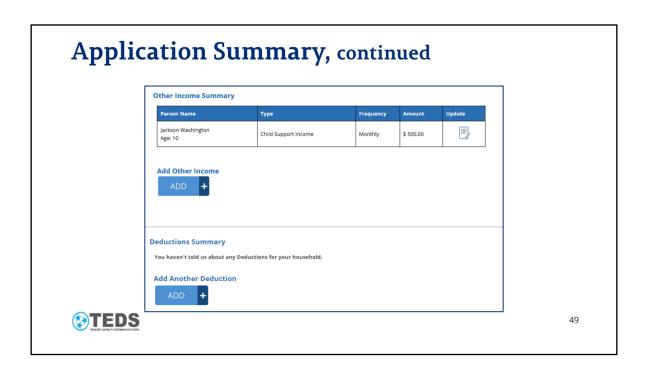
Use the **Income and Deductions** page to document the income and deductions information for each household member.





Application Summary, continued **Relationships Summary** Relationship Person Name Caretaker Update Alicia Washington is the mother of Jackson Yes Age: 30 **Tax Information** Joint Filing With Spouse? Tax Dependents Inside Household Tax Dependents Outside Household Update Person Name Alicia Washington Jackson Washington Age: 30 TEDS TENSEE DISTRIBUTION POTEN 47





Application Summary, continued

Presumptive Eligibility Determination APPLICANT: I want to apply for temporary TennCare based on TennCare's rules. I understand that TennCare is using the facts on this page to decide if I can get TennCare. I know that if I lie on purpose to get TennCare. I could be fined or go to jail. I know if I do not submit a full application now. I must also mail or apply for TennCare at www.healthcare.gov by the end of next month or I will lose coverage. If I am not eligible. I know I can still apply for TennCare and other programs at www.healthcare.gov. By signing below, I agree that this information is true and correct based on what I know. Sign on behalf of Applicant Signature: Alicia Washington



Application Summary, continued QUALIFIED ENTITY: I fully explained to the individual that the information provided is enough to submit a full application and the applicant would lose the temporary health care coverage if he or she does not submit the application. I will add this affidavit to the eligibility record the qualified entity maintains for this application. Qualified Entity *Signature: Alicia Washington EVALUATE

TEDS
TENSEE DISTRIBUTION POTEN

Presumptive Eligibility Results

Presumptive Eligibility Results Fields marked with (*) are mandatory and must be filled out before going to the next page. Presumptive Eligibility Results In the table below, you can see the summary of presumptive eligibility determination results. Name Gender Birth Status Eligibility Begin Date Eligibility End Category Alicia Washington Female 07/22/1988 Approved 11/20/2018 01/05/2019 Presumptive Pregnant Women



Ongoing Coverage

- You can apply for ongoing coverage on behalf of applicants who are eligible for presumptive eligibility.
- Unlike presumptive eligibility, TEDS does not determine eligibility for ongoing coverage in real time.



Ongoing Coverage Application Example



Presumptive Eligibility Results Applying for Ongoing Coverage Presumptive Eligibility is short term health care coverage. Any person who has been approved for Presumptive Eligibility can choose to continue and apply for full coverage. *Does this person agree to have the information provided for the Presumptive Eligibility determination sent to TennCare for an ongoing determination? **Ne* No* No* NEXT **NEXT **

TEDS
TENSEE DISTRIBUTION POTEN

Print the Presumptive Eligibility Results Print the Presumptive Eligibility Results Print the Presumptive Eligibility Results Vou can print a copy of the presumptive eligibility results to keep for your records. Before you print, remember that this application includes private, personal information. To print, click Print button below. PRINT ** NEXT ** NE

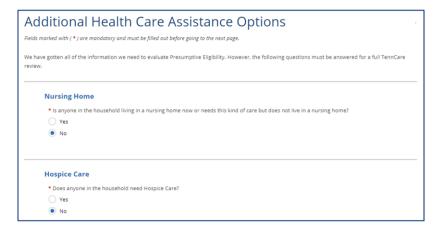
Applicant's Presumptive Eligibility Application Summary



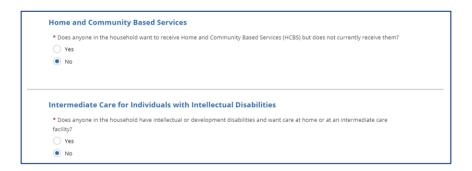




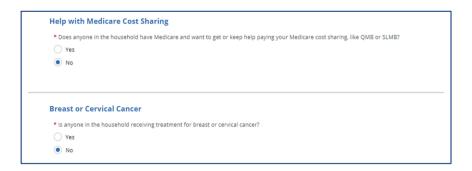
Additional Healthcare Assistance Options







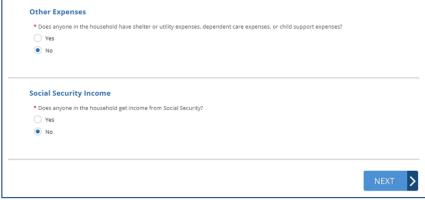




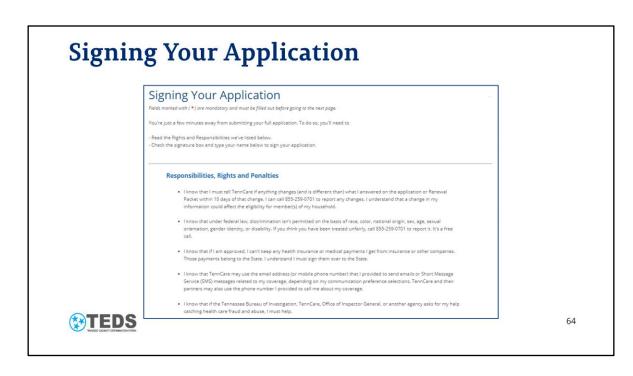




TEDS







The applicant must read the **Responsibilities**, **Rights**, and **Penalties**, **Your Right to Privacy**, and the **Non-discrimination** statements. If your applicant is unable to read, please read each section aloud.

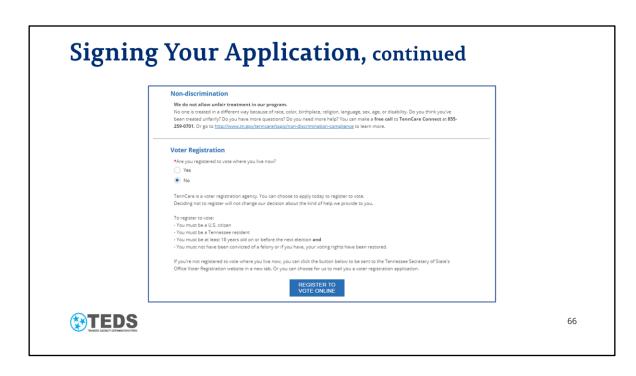
Signing Your Application, continued

- I know no one else can use my health care card. I know if I let someone else use my card I may have to pay the State back for
 that other careson's medical hills. And I could not so juil.
- If I have a Social Security Number (SSN) and I'm applying for coverage, I know I am required to provide a valid SSN. Federal and State law lets us ask for an SSN, [42 CFR 435,910; Tenn. Code Ann § 71-5-106]
- If anyone on the application or Renewal Packet is eligible for health care coverage with TennCare, I am giving to TennCare rights to pursue and get any money from other health insurance, legal settlements, or other third parties. I am also giving to TennCare rights to pursue and get medical support from a spouse or parent.
- Does any child on this application or Renewal Packet have a parent living outside of the home? If yes, I know I will be asked to
 cooperate with the agency that collects medical support from an absent parent. If I think that cooperating to collect medical
 support will harm me or my children, I can rell TennGare and I may not have to cooperate.
- If I think TemCare or Coverkids (CHIP) has made a mistake, I can appeal its decision. To appeal means to tell someone that I
 think the action is wrong, and ask for a fair review of the action. I know that I can be represented in the process by someone
 other than myself. My eligibility and other important information will be explained to me. I know that I can find out how to
 appeal by contacting TemCare at 855-259-0701.

Your Right to Privacy

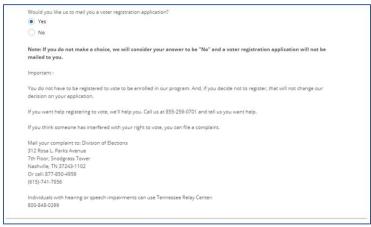
We know you value the privacy of your personal information. Federal law says we must follow privacy rules to keep your facts privace. You can read about the rules on our website. For more information about our privacy rules, go to privacy page. If you want us to mail you a copy, call TennCare Connect for free at 855-259-0701.





When an applicant isn't registered to vote, they can either register to vote online or they can request a voter registration application in the mail.

Signing Your Application, continued



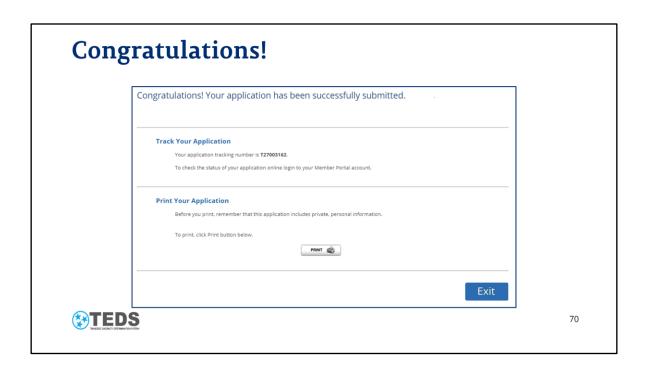
TEDS

Signing Your Application, continued Renewal of Coverage in Future Years Usually, we must renew your eligibility each year to see if you still qualify. To make it easier to renew your coverage, we can use federal sources, like information from your tax returns. We need your Oftic check their information automatically. If you don't give us permission that so Use till reads on tus you when it is use to renew each year. Please choose an option below. *Vest, you have permission to try to renew my eligibility automatically for the next: *S years (the maximum number of years allowed) *4 years *3 years *1 year *Don't use information from tax returns to renew my coverage

A renewal is an annual review of a member's eligibility. If a member has no changes, they can elect for TennCare to renew their eligibility automatically. This saves time because the member does not have to complete a renewal packet. If the case does not qualify for auto-renewal, the member must complete a renewal packet to renew their benefits.

Electronic Signature
I'm signing this page under penalty of perjury which means I've provided true answers to all the questions to apply for or renew health coverage or report changes for the persons named in this application and its supplements to the best of my knowledge. I also certify that:
I agree to submit this application by electronic means. By signing this application electronically, I understand that an electronic signature has the same legal effect and can be enforced in the same ways as a written signature.
I understand the questions and statements on this application.
I have read and understand my Rights & Responsibilities.
I know that I may be subject to penalties under state and federal law if I provide false and or untrue information.
Sign on behalf of Applicant
✓ Sign as Applicant
*Signature:
Alicia Washington

If the applicant is present, enter the applicant's full name in the **Signature** field.



The application is routed to the Worker Portal for processing. The applicant should write down the tracking number to create an account in the Member Portal to check the status of the application. You can also print a copy of the application for the applicant's personal records.

End of Course